

Ryan White Title I Inland Empire HIV Planning Council

Minutes of Meeting Thursday, June 27th, 2002

1:00 p.m. - 3:30 p.m.

Inland AIDS Project
3756 Elizabeth Street
Riverside, CA 92506
(909) 683-4022

Call to Order and Introductions

Steve McGrew, co-chair, called the meeting to order at 1:10 p.m. Introductions were made and persons in attendance were:

Members:

Steve McGrew
Gary Feldman, M.D.
Joe Acosta
John Brown
Jeff Byers
Leann Chamlee

Erin Comstock
Danny Colon
Ed Cueto
Faith Davis-Bolton
Fred Flotho, Jr.
Carolyn Harris

Cherry Houston, Ph.D.
Victoria Jauregui Burns
A. Lloyd Jones
Benita Ramsey
Rick Rector
Edwin Zelaya

Absences:

Sandra Bibb
Darlene DeBayona

Gregory French
Jerry Nevarez

Evelyn Valentino
Rebecca Zeidler

Other Attendees:

Rob Anderson
Daryl Flynn
Marie-France Francois
Eric Frykman, MD
Gemma Gonzales
Steve Hannah

Wayne McKinny, MD
Steven Mohr
Jack Newby
Floyd Petersen
Lucie Smith
Jim Woodward
Daniel Perez

Eydie Bernal-Cox
Leesa Cook
Bonnie Flippin
Alma D. Lee
Terry Millette
Derrick Noble

Public Comments

- Steve McGrew announced that we have lost two people who were very important to the HIV community. Jeffrey Owens, who was very active in the Lambda Letters Project and Brenda Colson, a former Planning Council member who died last Sunday. Brenda's memorial will be held on Monday, July 8th at 3:00 p.m. at the Olympia Greek Restaurant located at 42434 Bob Hope Drive in Rancho Mirage, CA. Steve dedicated this meeting to the memory of these two people.

Agenda Additions, Revisions, and Corrections

Steve McGrew mentioned that, under the heading "Mission Statement / Shared Vision and Guiding Principles", only the Mission Statement will be discussed.

Joe Acosta moved that the agenda be accepted as revised. Rick Rector seconded the motion and there was no opposition.

Motion # 02-26 was approved.

For: 18
Against: 0
Abstentions: 0

Members present with no PC Form 700 on file: 0

Approval of Minutes

The minutes of May 23rd, 2002 were reviewed.

Joe Acosta motioned to accept the minutes as written. Steve English seconded the motion. The motion carried with Carolyn Harris and Jeff Byers abstaining.

Motion # 02-27 was approved.

For: 16
Against: 0
Abstentions: 2

Members present with no PC Form 700 on file: 0

Planning and Evaluation Committee Report

Evaluation of the Administrative Mechanism

Victoria Jauregui Burns reported that the Evaluation of the Administrative Mechanism Survey was mailed out to Planning Council members and providers on Tuesday, June 25th. A pre-addressed, stamped envelope was included for convenience. Victoria asked that the surveys be returned by Tuesday, July 16, 2002.

Needs Assessment Presentation

Bonnie Flippin gave a Power Point presentation of the Needs Assessment Survey results, which included a breakdown of the sub-populations. Bonnie mentioned that the Latino groups major concerns were INS (Immigration and Naturalization Services) reporting.

CBC / MAI Rollover

Fred Flotho reported to the Planning Council that, currently, the Planning and Evaluation Committee is working on several small projects. At the June 11th Planning & Evaluation meeting, Mr. Floyd Petersen, the CBC / MAI consultant from the Loma Linda Research Center, reported on the progress of the MAI project.

Fred reported that the Standards and Evaluations Committee is in the process of finalizing the Transportation Standards and they are still in the review process of the Food Standards. At the June 26th Standards and Evaluation committee meeting Eric Flowers, a representative from Ramsell Corporation, gave a brief presentation on the California ADAP Program. Ramsell is the company that administers the California ADAP Program.

Fred stated that the Planning and Evaluation Committee is in the process of preparing the budget for next year.

Discussion of Allocation of Funds to San Bernardino County Clinical Services

Victoria reported that, at the June 11th Planning and Evaluation committee meeting, the Grantee approached the committee about the possibility of the Planning Council allocating funds to San Bernardino County's Clinical Services. The reasoning behind this suggestion is to curtail the perception of conflict of interest on the County's behalf. Jim Woodward submitted a list of pros and cons to the committee at the June 25th meeting.

Pros:

- It eliminates secrecy involved in the review panel process.
- It eliminates county staff from the decision making process related to funding of county programs.

Cons:

- The Planning Council has never allocated funds before.
- HRSA Project Officer has advised against it.

Currently Orange County, California and Houston, Texas are the only two EMA's in the U.S. in which the Planning Council directly allocates funds to county-operated clinical services.

Victoria stated that the Planning and Evaluation Committee voted to bring this discussion regarding the allocation process to the Planning Council. There was no second to this motion.

John Brown made a motion to table the discussion due to lack of time and put it on next month's Planning Council agenda.

Jim Woodward commented that a recommendation from the Planning Council is needed before funds can be allocated to San Bernardino County's Clinical Services.

Dr. Feldman suggested that this item be sent back to the Planning and Evaluation Committee for assessment and a recommendation to the Planning Council at the July 25th meeting.

John moved that this item be tabled until the Planning & Evaluation Committee can get more information and further analyze it and bring a recommendation back to the Planning Council.

John also commented that he would like to hear input from the other two major Primary Medical Care providers in our EMA regarding this. John also requested that the Executive Committee allow ample time for discussion.

Victoria informed the Planning Council that Jim Woodward will submit a presentation at next month's Planning Council meeting.

John Brown stated that since we have been discussing the subject of allocation of funds to San Bernardino County Clinic, he would like to withdraw his motion and move to disapprove this recommendation. Fred Flotho seconded that motion. A vote did not take place.

Jeff Byers said that, from a process perspective, the Planning Council has been discussing whether we had time to discuss this today or when it could be arranged for a later date. In the interim, people have expressed disapproval of the idea and started discussion. The motion was to discuss it at the next Planning Council meeting. Jeff added that he is a member of the Orange County HIV Planning Council and they have directly allocated funds to their Public Health HIV clinic for years.

Dr. Feldman reminded the committee that there is a motion on the floor. That motion is to table this discussion and remand to Planning and Evaluation, which will bring a recommendation back to this Council in July.

Motion # 02-28 was approved unanimously.

For: 18

Against: 0

Abstentions: 0

Members present with no PC Form 700 on file: 0

The Planning and Evaluation Committee will meet again on Tuesday, July 9th, 2002 from 10:00 a.m. to 1:00 p.m.

Priority Setting

Fred Flotho told the Planning Council that the Planning and Evaluation Committee began working on Service Priorities at the Special Planning and Evaluation Committee meeting on Thursday, June 25th, 2002. He said that the committee developed the priority listing for 2003 with consideration of the following factors: Needs Assessment Survey results, information from outside sources, providers and HRSA guidelines. He said that most of the categories remained the same but Home Health has added two new categories. Childcare is now a separate category. We have used Day / Respite Care in prior years.

Fred also commented that the reason that Food Services are number 18 on the priority list is that there are other resources available for food.

Fred Flotho stated that the priorities presented are the recommendation of the Planning and Evaluation Committee to the Planning Council.

John Brown was concerned about food being 18th on the priority setting list and pointed out that according to the Needs Assessment Survey results, individuals surveyed perceive food as being linked to the success of their treatment.

John Brown recommended the Food Services category be moved to number 8 and move oral health to number 18 on the priority list.

Dr. Feldman reminded the Planning Council that this is a committee recommendation, which does not require a second. He also reminded the Planning Council that this motion needs to be voted on.

The Planning and Evaluation Committee recommendation did not carry.

Motion # 02-29 unapproved.

For: 0
Against: 18
Abstentions: 0

Members present with no PC Form 700 on file: 0

Erin Comstock made the motion that Food Services be moved to number 8 and Oral Health be moved to number 9 on the priority setting list, consequently increasing the numerical order by one number from number 9 down.

Motion # 02-30 approved.

For: 18
Against: 0
Abstentions: 0

Members present with no PC Form 700 on file: 0

Advocacy Reports

John Brown reported on the group that went to Washington D.C. for the CAEAR Coalition. John said that he felt very optimistic that there will be additional Title 1 and Title III dollars available. He believes the House and the Senate both are very receptive to additional funds. John stated that there are other areas of the CARE Act that might not do as well, but that clearly the House of Representatives understands that the Title I and the Title III dollars will come directly into the district.

John thanked Joe Acosta, the Regional Coordinator for the CAEAR Coalition groups. Joe worked with the organizer of the AIDSWATCH groups.

Steve English reported the group had a difficult time getting an appointment with Representative Jerry Lewis. Telephone calls were not returned and faxes were ignored. Finally, he said they decided to walk an informational packet to his office with a note attached. Finally, we received a call from Representative Lewis' office to inform the group that an appointment had been set-up for Wednesday at 10:00 a.m. Representative Lewis spent about 45 minutes with us. He was gracious and shared some of his stories regarding friends of his that had passed with AIDS. Steve said he believes Mr. Lewis committed himself to continue to support funding and increase funding for Ryan White. Steve concluded that this meeting with Representative Lewis made the trip very worthwhile.

Steve McGrew mentioned that CHAC is holding it statewide meeting this weekend, from 12:00 p.m. - 6:00 p.m. at APLA on Wilshire Boulevard.

Steve also told the Planning Council that registration forms for the U.S. Conference on AIDS are on the table. The conference will be held in Anaheim in September, 2002. He would like to send representatives from our EMA. Volunteers are needed, and he said that if anyone would like to volunteer their time, they will be able to attend the conference free of charge.

John Brown recommended that as many Planning Council members attend the National Minority AIDS Council Conference (NMAC), which is the largest conference in the country. Money has been budgeted this year for Planning Council members to attend this conference.

Dr. Feldman suggested that Planning Council Support Staff send out a special mailing to Planning Council members with these applications with a cover letter attached.

Fiscal/Programmatic Reports (Grantee Expenditure Reports)

Grantee Expenditure Report

Scott Rigsby commented that the new Expenditure Report contains more detail and presented by County and by EMA where a month by month breakdown of the expenditures is given. The final page shows expenditures versus units of service of the total site.

County Committee Reports

Riverside Committee

Joe Acosta reported that the committee recommends to the Planning Council that they request the Grantee identify unspent funds in this fiscal year and reallocate these funds to Food Services in Riverside County.

Dr. Feldman mentioned that the Grantee has not formally announced that there are unspent funds to reallocate.

Jim Woodward commented that the Grantee has asked Riverside County to examine the invoices to date and identify the programs that are having funding problems.

Dr. Feldman suggested that the Grantee submit a report on the Riverside County budget for next month's Planning Council meeting.

Dr. Feldman reiterated the committee recommendation and a vote took place.

Motion # 02-31 approved.

For: 18

Against: 0

Abstentions: 0

Members present with no PC Form 700 on file: 0

San Bernardino Committee

Steve McGrew reported that the committee made a motion to recommend moving \$25,000 from Primary Medical Care to Local Drug Reimbursement as of May 31, 2002. Local Drug Reimbursement monies have been expended at one of the providers facilities. This is due to two factors. One is payment of last year's bills and second, two patients in the San Bernardino County Clinic are receiving Hepatitis C treatment at a cost of approximately \$20,000 - \$40,000 per person

per year. Steve added that ADAP does not cover the Hepatitis C medications. The San Bernardino County Committee recommended to the Planning Council that \$20,000 be moved from Primary Medical Care into Local Drug Reimbursement.

Motion # 02-31 unanimously approved.

For: 18

Against: 0

Abstentions: 0

Mission Statement

Steve McGrew informed the Planning Council that John Brown's basic revisions to the Mission Statement were expounded on. Carolyn Harris added that, since we have developed and implemented a continuum of care, we need to continue that development.

The Mission Statement was projected for the Planning Council to see and Carolyn read the Mission Statement to the Planning Council.

Dr. Feldman made a motion to the Planning Council to accept the Mission Statement as presented. The motion carried with Fred Flotho abstaining.

Motion # 02-32 approved.

For: 17

Against: 0

Abstentions: 1

Membership Committee Report

Joe Acosta reported that there are four pending applicants for Planning Council membership. Joe introduced the applicants present at today's meeting. They are Edward Rangel, Lucie Smith, Daryl Flynn and Dr. Wayne McKinny.

Daryl Flynn announced that in July he will be attending the International AIDS Conference in Barcelona.

Joe Acosta announced that the Membership Meeting has been postponed until July 8th, 2002.

Executive Committee Report

Steve McGrew reported to the Planning Council that he met with Doug Morgan, Gary Cook and Joanne Messoré at HRSA during his trip to AIDSWATCH earlier this month. Steve said a conference call with himself, Jim Woodward and Danny Perez will be scheduled to discuss some concerns the EMA has.

ad hoc Committee Reports

Consumer Advocacy and Education

A. Lloyd Jones reported that the committee will display the table skirts, runner and the backdrop that will be used for special events.

Underserved Populations and Community Linkages

Cherry Houston, Ph.D. reported that the committee has an idea to combine the Inter-Faith Conference with the African American Health Initiative Conference. The planning session will be held in August and the actual conference will be held in February 2002. The committee would like to focus on HIV education, training for HIV and care for people living with HIV / AIDS in the community.

Dr. Houston informed the Planning Council that a draft of the committee's Mission Statement will be presented at the July meeting.

Case Management Standards

Leann Chamlee announced that the Case Management Committee is currently working on having a Case Management Conference at the end of September or the beginning of October. She said they are working on finding a suitable location where there are additional rooms for breakout sessions.

Planning Council Support Staff Procedure Review

Danny Perez presented the Planning Council Support Staff Policies and Procedures Manual to the Planning Council. The decision was made at the Executive Committee meeting that the policies and procedures would be implemented for a period of three months. At the end of the three-month period, the policies and procedures will be re-evaluated.

Public Comments

Steve Hannah of Social Action Community Health Systems (SACHS) informed the Planning Council that they have a signed contract for dental services and they will be going before the Board of Supervisors.

John Brown commented on Steve's update regarding the application for Part F - dental reimbursement program funding. He feels it is important for the Planning Council to understand how significant this can be for our EMA by bringing in the Part F dollars from the CARE Act that we have never been able to tap into before. John also said that it has the potential of saving us CARE Act Title I dental dollars in future years.

Dr. Feldman announced that Riverside County will be going before the Board of Supervisors asking them to declare a Public Health Emergency to implement a needle exchange program that will be managed by Inland AIDS Project.

Edwin Zelaya announced the address and telephone number for Bienestar's newest location in

San Bernardino. In addition, the HIV positive support group in Spanish will be held on Wednesday from 5:00 p.m. to 7:00 p.m. at the new facility:

2286 Leroy Street
San Bernardino, CA. 92415
(909) 881-7958
(909) 883-8139 Fax

Steve English announced that the Inland Aids Project has a fireworks booth in Fontana. The proceeds will benefit Inland AIDS Project clients.

On behalf of the Grantee Staff, Danny Perez thanked Carolyn Harris for her vigilant efforts and dedication to completing this Plan.

Announcements

None.

Agenda Items for Next Meeting

Agenda items for the next meeting should be directed to Eydie Bernal-Cox at (909) 387-6653 or ebernal-cox@dph.sbcounty.gov.

Next Meeting

The next Planning Council meeting is scheduled for July 25th, 2002

Adjournment

The meeting adjourned at 3:45 p.m.

Certified:

Gary Feldman, MD
Co-Chair

Date

Steve McGrew
Co-Chair

Date